



## VOLUNTEER POSITION DESCRIPTION



To be completed by requesting program, facility, or CHD/CMS volunteer coordinator.

DATE: \_\_\_\_\_ SUPERVISOR: Medical Director/County Health Department Director

POSITION TITLE: Licensed Health Care Provider

LOCATION OF POSITION: Name of County Health Department

TIME COMMITMENT: Varies - As required

DURATION OF POSITION: Indefinite

DUTIES: Provides health care services in accordance with license requirements as assigned by the supervising Department of Health official. The position may be called on in public health emergencies or to assist in year-round public health activities. All assignments are voluntary and the volunteer may choose which assignments to accept.

Assignments could involve field work requiring physical effort including: stooping, kneeling, bending, walking, standing for long periods of time, lifting and working in unlit locations. During disaster response, work may be outside with exposure to weather conditions, chemicals, fumes, communicable diseases and unsanitary conditions. Assignments may include evenings and weekends.

QUALIFICATIONS: Clear and active State of Florida health care professional license.

- Ability to work in crisis situations
- Ability to communicate with a diverse population
- Knowledge of disease transmission and public health principles

TRAINING: Volunteer in this position will be provided program orientation and complete Introduction to Incident Command System (IS 100) and National Incident Management System (NIMS 700) training before receiving any assignments. Detailed activity Job Action Sheets and additional training may be provided prior to specific job assignments.

WILL THIS POSITION REQUIRE BACKGROUND SCREENING? YES X NO \_\_\_\_\_

MRC Leader  
CONTACT PERSON

(555) 123-4567  
TELEPHONE NUMBER

Sunshine Medical Reserve Corps  
PROGRAM/FACILITY

<u>123 Sun Street</u>	<u>Key Lime</u>	<u>Florida</u>	<u>33333</u>
ADDRESS	CITY	STATE	ZIP

DH 1493, 10/05



## VOLUNTEER POSITION DESCRIPTION



To be completed by requesting program, facility, or CHD/CMS volunteer coordinator.

DATE: \_\_\_\_\_ SUPERVISOR: Supervising Authority

POSITION TITLE: Non Health Care Support

LOCATION OF POSITION: Name of County Health Department

TIME COMMITMENT: Varies - As required

DURATION OF POSITION: Indefinite

DUTIES: Provides non medical services in support of the Department of Health mission and functions as assigned by the supervising Department of Health official. The position may be called on in public health emergencies or to assist in year-round public health activities. All assignments are voluntary and the volunteer may choose which assignments to accept.

Volunteer support duties will be based on individual training and skills.

Assignments could involve field work requiring physical effort including: stooping, kneeling, bending, walking, standing for long periods of time, lifting and working in unlit locations. During disaster response, work may be outside with exposure to weather conditions, chemicals, fumes, communicable diseases and unsanitary conditions. Assignments may include evenings and weekends.

### QUALIFICATIONS:

- 18 years or older
- Valid Florida Drivers License preferred
- Ability to communicate with a diverse population

TRAINING: Volunteer in this position will be provided program orientation and briefed on specific duties and responsibilities. Introduction to Incident Command System (ICS 100) and National Incident Management System (NIMS 700) or other training may be provided prior to specific job assignments. Depending on responsibilities, detailed activity Job Action Sheets may be provided prior to specific job assignments.

WILL THIS POSITION REQUIRE BACKGROUND SCREENING? YES \_\_\_\_\_ NO \_\_\_\_\_  
(depends on job responsibilities)

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CONTACT PERSON

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